

STAFF REPORT

DATE: June 28, 2017

TO: Board of Adjustment

FROM: Zoning Administration
Planning & Development
Services Department

ACTIVITY NO. T17SA00219

**C10-17-12 CRUZ RESIDENCE CARPORT ADDITION / HOLLAND
CONSTRUCTION LLC FOR MARIA C. CRUZ / 214 WEST
COLUMBIA STREET, R-2**

The applicant's property is an approximately 5,500 square foot lot developed with a single-family residence and carport and is zoned R-2, "Residential". The applicant replaced a damaged carport with a new 345 square foot carport, attached on the west side of the residence.

THE APPLICANT'S REQUEST TO THE BOARD

The applicant is requesting the following variance:

- 1) Allow the attached carport to remain as constructed with a side perimeter yard setback reduced from 6' -0" to 0' -6", as measured from the west lot line, all as shown on the submitted plans.

APPLICABLE TUCSON ZONING CODE SECTIONS

Tucson *Unified Development Code (UDC)* sections applicable to this project include, in part, the following:

Section 4.7.9 *Residence Zone (R-2)* and Table 4.8-2 *Permitted Uses – Urban Residential Zones* which provide the use criteria in the R-2 zone; and

Table 6.3-2.A *Dimensional Standards for the R-1, R-2, R-3, MH-1, and MH-2 Zones*, which provide the dimensional standards applicable to all principal and accessory structures in the R-2 zone.

GENERAL DEVELOPMENT INFORMATION

Zoning and Land Use

SITE: ZONED R-2; (single-family residential)

North: Zoned R-2; (single-family residential)

South: Zoned R-2; (single-family residential)

East: Zoned R-2; (single-family residential)

West: Zoned R-2; (multi-family residential)

RELATED PLAN REVIEWS

Engineering

The Engineering Section of Planning and Development Services Department has no objection or adverse comments.

RELATED CASE

Environmental Services Department (ESD) - Code Enforcement Division: Case No. T16DV04067 - A notice of violation was issued on July 1, 2016 for an unsafe structure as a result of a vehicle hitting the carport. The carport was replaced without first obtaining permits. The status is now pending the outcome of this variance application.

BOARD OF ADJUSTMENT FINDINGS

The Board of Adjustment can hear and decide a variance request from the regulations listed in the Unified Development Code. The Board may grant a variance only if it finds the following:

1. That, because there are special circumstances applicable to the property, strict enforcement of the UDC will deprive such property of privileges enjoyed by other property of the same classification in the same zoning district.
2. That such special circumstances were not self-imposed or created by the owner or one in possession of the property.
3. That the variance granted is subject to such conditions as will assure that the adjustment authorized shall not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and zone in which such property is located.
4. That, because of special circumstances applicable to the property, including its size, shape, topography, location, and surroundings, the property cannot reasonably be developed in conformity with the provisions of the UDC.
5. That the granting of the variance will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located.
6. That the proposed variance will not impair an adequate supply of light and air to adjacent property, substantially increase congestion, or substantially diminish or impair property values within the neighborhood.
7. That the variance, if granted, is the minimum variance that will afford relief and is the least modification possible of the UDC provisions which are in question.

ZONING ADMINISTRATION CONSIDERATIONS

The applicant's property is an approximately 5,500 square foot lot developed with a single family residence and carport and is zoned R-2, "Residential". The applicant

replaced a damaged carport with a new 345 square foot carport, attached on the west side of the residence. The construction triggers compliance with Tucson *Unified Development Code (UDC)* sections applicable to the new construction.

Attached Carport

Per *UDC* Table 6.3-2.A, based on a wall height of 8' -6", the minimum side perimeter yard setback as measured from the west lot line to the attached carport is 6'. The applicant is requesting a variance to allow the west perimeter yard setback to remain as reduced to 0' -6".

Discussion

The property is located in a neighborhood with narrow, deep parcels. The applicant's property is developed with the residence occupying the majority of the lot length wise and closer to the east lot line, resulting in a west side yard that is approximately 15' wide. According to the aerial photo, a carport has existed in the same location since at least 1998. The current owner, whom has lived on the property since 2010, recently had the carport replaced after a vehicle ran into the structure. The rebuilt single carport is located in the previous building footprint and due to a minimum necessary width of approximately 10', cannot meet setbacks. This location is the most reasonable given that the driveway and access to the carport has been established since at least 1998 and is consistent with other properties in the neighborhood.

Conclusion

Given there are special circumstances such as the size of the lot and existing site conditions, and that the carport is compatible with the neighborhood and would not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood, staff has no objection to the requested variance.

NEIGHBORHOOD CONTACT (BY APPLICANT)

See the attached neighborhood notification dated March 24, 2017 and the summary of the onsite meeting dated April 3, 2017.

PLANNING & DEVELOPMENT SERVICES RECOMMENDATION

PDSD staff no objection to the applicant's requested variance.

It is the opinion of staff that there are special circumstances applicable to the property; and that granting of the variance will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located.

Mark Castro, Lead Planner
for
Russlyn Wells, Acting Zoning Administrator

RW:mc: s/zoning administration/ba/1712.doc

BOARD OF ADJUSTMENT APPLICATION

PROPERTY INFORMATION

PROJECT NAME: CRUZ RESIDENCE, REBUILT CARPORT
(For example: Al's Bar & Grill, Brown Residence Carport Addition, or Palo Verde Shopping Center, etc.)

PROJECT ADDRESS: 214 W. COLUMBIA ST. TULSON, AZ
(Note: If the site is vacant ask Pima Co. Addressing, 201 N. Stone, for an Administrative Address)

ZONING OF PROPERTY e.g. R-1, C-2, O-3, I-1 Authorized, etc: R-2

PROJECT TYPE (check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> New building on vacant land | <input type="checkbox"/> New building on developed land |
| <input type="checkbox"/> New addition to existing building | <input type="checkbox"/> Change of Use to existing building |
| <input checked="" type="checkbox"/> Existing building needs permits | <input type="checkbox"/> Other <u>REBUILT EX. CARPORT</u> |

RELATED APPLICATIONS (check all that apply and provide case numbers):

- | | |
|---|---|
| <input type="checkbox"/> Board of Adjustment C10- _____ | <input type="checkbox"/> HPZ _____ |
| <input type="checkbox"/> DDO _____ | <input type="checkbox"/> Rezoning C9- _____ |
| <input type="checkbox"/> SE _____ | <input type="checkbox"/> Other _____ |

LIST ALL RELATED PERMIT ACTIVITY NUMBER/S T17CM00175

APPLICANT INFORMATION:

AGENT (The person authorized to process the application on behalf of the property owner):

NAME: HOLLAND CONSTRUCTION - KARL A. HOLLAND

ADDRESS/ZIP: PO BOX 44288, TULSON AZ 85733

BUSINESS EMAIL: hc Karl 12 @msn.com

BUS. PHONE: (520) 322 - 8152 FAX: (520) 325 - 3023

[PROPERTY OWNER/S (If ownership is in escrow, please note)]:

NAME: MARIA CRUZ

MAILING ADDRESS: 214 W. COLUMBIA ST.

TULSON, AZ ZIP: 85714

[SIGNATURE OF PROPERTY OWNER OR ATTACH LETTER OF AUTHORIZATION FOR AGENT]:

X Maria Cruz
(NOTE: REQUIRED BY BOARD RULES)

ACTIVITY NUMBER: T173A00819 B/A CASE NUMBER: C10-17 - 12

BOARD OF ADJUSTMENT - REQUIRED FINDINGS

Arizona State Statutes and UDC Section 3.10.3.K. state that the Board may grant a variance only if the variance request complies with each and every one of these "Findings" in full. It is up to the applicant to explain to the Board how the request complies with each Finding. **Important Note:** Do not leave any "Finding" unanswered or marked "Not Applicable" or "N/A".

1. That, because there are special circumstances applicable to the property, strict enforcement of the UDC will deprive such property of privileges enjoyed by other property of the same classification in the same zoning district;

MANY PROPERTIES SIMILAR IN CLASSIFICATION & ZONING HAVE STRUCTURES AND/OR CARPORTS WITHIN THE DISTANCES/SETBACKS AS THE SUBJECT PROPERTY,

2. That such special circumstances were not self-imposed or created by the owner or one in possession of the property;

THE PRESENT OWNER BEING TITLED & DEEDED TO THIS PROPERTY SINCE 2010 HAD NO PARTICIPATION OF THE STRUCTURE IN QUESTION,

3. That the variance granted is subject to such conditions as will assure that the adjustment authorized shall not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity and zone in which such property is located;

THE GRANTED VARIANCE WILL NOT CONSTITUTE SPECIAL PRIVILEGES INCONSISTENT WITH NEARBY PROPERTIES FOR MOST HAVE STRUCTURES SIMILAR TO THIS.

4. That, because of special circumstances applicable to the property, including its size, shape, topography, location, and surroundings, the property cannot reasonably be developed in conformity with the provisions of the UDC;

DOE TO THE LOCATION OF THE DWELLING ON THE SITE THE PROPERTY MAY NOT CONFORM FOR THE PURPOSE OF THIS STRUCTURE (CARPORT) DUE TO ITS PROXIMITY TO THE PROPERTY LINE.

5. That the granting of the variance shall not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located;

THIS STRUCTURE WILL NOT BE BY ANY MEANS DETRIMENTAL, IMPEDE OR BE INJURIOUS TO OTHER PROPERTY OR IMPROVEMENTS TO THE NEIGHBORHOOD.

6. That the proposed variance will not impair an adequate supply of light and air to adjacent property, substantially increase congestion, or substantially diminish or impair property values within the neighborhood; and,

THE PROPOSED VARIANCE WILL NOT IMPAIR LIGHTING OR AIR TO ADJACENT PROPERTY OR INCREASE CONGESTION. THE STRUCTURE ON THE CONTRARY WILL IMPROVE HOME VALUES & DECREASE CONGESTION.

7. That the variance, if granted, is the minimum variance that will afford relief and is the least modification possible of the UDC provisions that are in question.

THE GRANTED VARIANCE IS THE MINIMAL VARIANCE TO AFFORD RELIEF, PROPERTY FUNCTION AND IS THE LEAST MODIFICATION POSSIBLE FOR THE UDC IN QUESTION.

B/A CASE NUMBER: C10- ____ - ____

APPLICANT'S REQUEST TO THE BOARD OF ADJUSTMENT

Provide applicable UDC Section reference, what is required and what is proposed/provided for each variance requested.

REQUIRED FOR THIS PARTICULAR SECTION IS A MINIMUM
6'0" SETBACK FROM PROPERTYLINE TO THE PROPOSED
STRUCTURE.

PROPOSED FOR THE VARIANCE REQUESTED IS A STRUCTURE
WEST
6' FROM THE PROPERTYLINE TO SUFFICE THE REQUIRED
GUIDELINES FOR THIS VARIANCE A FIRE SEPARATION
WILL BE PROVIDED HAVING NOT LESS THAN A ONE-HOUR
FIRE-RESISTIVE RATING WITH EXPOSURE FROM BOTH SIDES.

B/A CASE NUMBER: C10- ____ - ____

PROJECT DESCRIPTION

Provide a description of the project including, but not limited to its lot area, square footage of proposed or existing structures, proposed use/s, is a multiphase project, etc. If this project is the subject of a rezoning or special exception request, HPZ review, or a zoning violation, please provide current status of that case.

DESCRIPTION: A CARPORT STRUCTURE (SINGLE CARPORT) TO PROVIDE COVER FOR A SINGLE AUTOMOBILE.

THE SUBJECT STRUCTURE WILL BE 345 SFT. AND HAVING A LOT COVERAGE OF 6.25%

THIS CURRENT CASE IS IN VIOLATION OF ZONING.

THE EXISTING STATUS IS ACTIVITY # T17CM00175 AND HAS BEEN REVIEWED BY A VDC EXAMINER

B/A CASE NUMBER: C10- ____ - ____



CDRC TRANSMITTAL

FROM: Andrew Connor, Planner

PROJECT: T17CM00175 214 W. Columbia St.

TRANSMITTAL: January 18, 2017

COMMENTS: The following comments are for the purpose of applying for a variance before the Board of Adjustment (UDC Section 3.10.1).

This site is located in the R-2 zone (UDC 4.7.9). A single-family residence (SFR) is a permitted use in this zone (Table 4.8-2). See Use-Specific Standards 4.9.7.B.5 - 9.

The minimum setback is the greater of six (6) feet, or two-thirds (2/3) the height of the structure's wall facing each interior property line (Table 6.3-2.A).

The applicant is proposing an attached carport with an overall height of 8' 6" the setback indicated on plans is 6" to the West property line, the required setback would be 6'.

DRB
1-18-17

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PLANNING & DEVELOPMENT SERVICES
201 N. Stone Avenue, 1st Floor Tucson, AZ 85701
Phone: 791-5550 Fax: 791-4340

RECEIPT

ACTIVITY #: T17SA00219

FEEES RECEIPT #: R1706543

Title: C10-17-12 Cruz Residence Carport Addition
Date: 05/22/2017 *Submitted date*

Online Trans #:

Time: 02:46 PM

Address:

214 W COLUMBIA ST TUC

Legal:

NATIONAL CITY NO 2 AMENDED W15' LOT 8 & E25' OF LOT 7 EXC
N7.5' FOR ALLEY BLK 19 - 06075

Square Footage: 0

Valuation: \$0.00

Composition Type: LUCAPPS

Construction Type:

Activity Description:

Applicant: HOLLAND CONSTRUCTION

KARL A HOLLAND

PO BOX 44288 85733

520-322-8152

Name and Address of Sender
Holland Construction, LLC
P.O. Box 44288
Tucson, AZ 85733-4288

Check type of mail or service:

- ☐ Certified
☐ COD
☐ Delivery Confirmation
☐ Express Mail
☐ Insured
- ☐ Recorded Delivery (International)
☐ Registered
☐ Return Receipt for Merchandise
☐ Signature Confirmation

Affix Stamp Here
(If issued as a
certificate of mailing,
or for additional
copies of this bill)
Postmark and
Date of Receipt

Article Number
1

Addressee (Name, Street, City, State, & ZIP Code)
170071 R0A

Postage

Fee

Handling
Charge

Actual Value
if Registered

Insured
Value

Due Sender
if COD

DC
Fee

SC
Fee



0000

Neighborhood Office to meet
U.S. POSTAGE
TUCSON, AZ
85701
MAY 24 17
AMOUNT
\$2.73
R2303S100357-11

Delivery Confirmation

Signature Confirmation

Privacy Act Statement on Reverse

Holland Construction LLC

Complete Contracting Services From Design To Finish

Licensed, Bonded, & Insured

OFFER TO MEET NOTICE

DESCRIPTION OF PROJECT: CARPORT REPAIR AND CONSTRUCTION
DAMAGE OCCURRED FROM A VEHICLE IMPACT ON
THE SUBJECT CARPORT

VARIANCE CONSIDERATION: REQUIREMENT IS A SET BACK OF 6'0" BETWEEN THE
STRUCTURE AND THE PROPERTY LINE

PROPOSED IS THAT THE STRUCTURE WILL BE
APPROXIMATELY 6" FROM THE PROPERTY LINE
WITH A FIRE SEPARATION. (EXTERIOR WALLS &
OVER HANGS WITH A FIRE SEPARATION DISTANCE
LESS THAN 3 FEET FROM PROPERTY LINE SHALL
HAVE NOT LESS THAN A ONE-HOUR FIRE RESISTIVE
RATING WITH EXPOSURE FROM BOTH SIDES)

TIME AND PLACE OF MEETING: MONDAY, APRIL 3RD AT 9:00AM
214 W. COLUMBIA ST. TUCSON, AZ 85714

IMPORTANT NOTE: THIS VARIANCE TO THE BOARD OF ADJUSTMENT WILL BE
SUBMITTED TO THE CITY STAFF FOR PROCESSING AND THAT
THE CITY OF TUCSON WILL SEND AN OFFICIAL NOTICE WITH
THE DATE, TIME AND PLACE OF THE BOARD OF ADJUSTMENT
PUBLIC HEARING

P.O. Box 44288 Tucson, AZ 85733
Telephone (520) 322-8152 Fax (520) 325-3023
ROC#204448

Holland Construction LLC

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SUMMARY OF ONSITE MEETING

The onsite meeting was held on April 3rd, 2017 at 9:00am at the subject property located at 214 W. Columbia street, Tucson, AZ 85714. In attendance was the owner along with two other neighbors, see sign in sheet.

The meeting consisted of the project overview: what is required by the UDC – a 6'0" setback or 2/3 of the height of the structure, whichever is greater, from the property line, and what is proposed for the variance – a fire barrier compliant with applicable codes with the proposed structure having a setback of 6".

Also stated in the meeting was the reason for the application for the variance in that it was necessary for this proposed setback due to the fact that any greater of a setback there would be no adequate space to build this proposed carport.

A question and answer segment was conducted after the description of the project was discussed.

The meeting was adjourned at approximately 9:41am.

P.O. Box 44288 Tucson, AZ 85733
Telephone (520) 322-8152 Fax (520) 325-3023
ROC#204448

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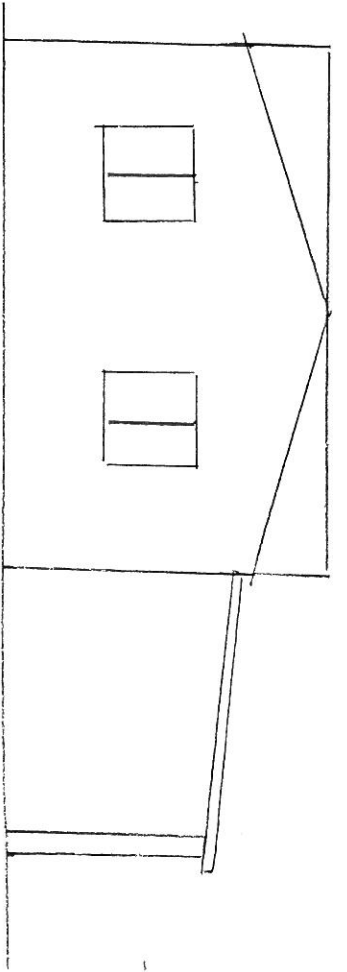
ATTENDANCE SIGN IN SHEET

* Maria Contreras
X Maria Cruz
X Blanca Tolano

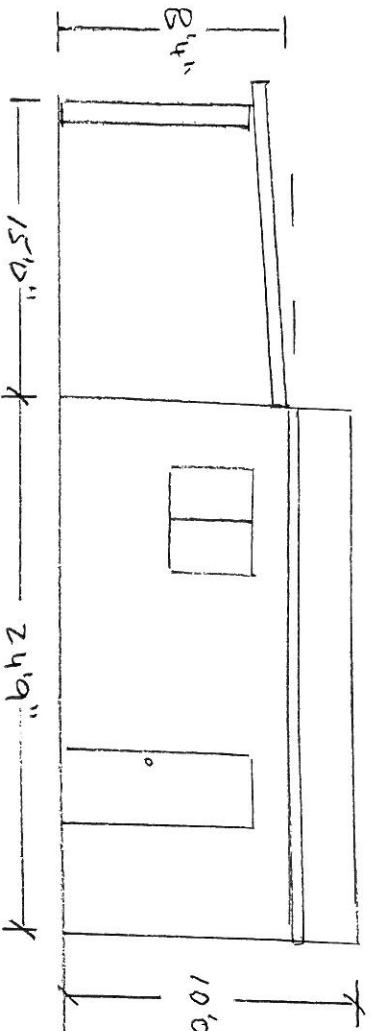
P.O. Box 44288 Tucson, AZ 85733

Telephone (520) 322-8152 Fax (520) 325-3023

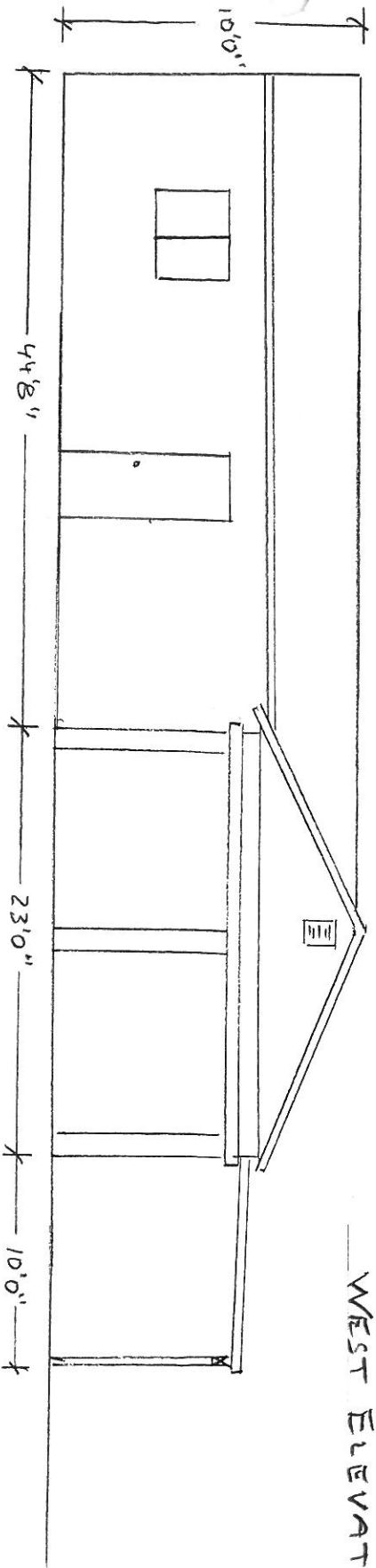
ROC#204448



NORTH ELEVATION



SOUTH ELEVATION



WEST ELEVATION



Pima County Geographic Information Systems

Parcel 120-07-291C

Read the [Disclaimer](#). Information on this page is **unofficial**.

Mail name and address	Legal description
120-07-291C CRUZ MARIA A 214 W COLUMBIA ST TUCSON AZ 85714-2516	NATIONAL CITY NO 2 AMENDED W15' LOT 8 & E25' OF LOT 7 EXC N7.5' FOR ALLEY BLK 19

Situs (property) address

([About situs addresses](#))

Street Address	Jurisdiction	Postal City	Zip Code	
214 W COLUMBIA ST	TUCSON	TUCSON	85714	ZIP+4 Lookup

Information for this parcel

- For **Assessor parcel details**, copy and paste Parcel ID **12007291C** into the [Pima County Assessor's "Quick Search"](#). We cannot link directly. Also see [Assessor Record Maps](#).
- [Real Estate Property Tax Inquiry](#) and [Property Tax Statement](#) from the [Pima County Treasurers's Office](#).
- **Recorded Information** from the [Pima County Recorder's Office](#)
 - [Recorded Document](#) for Docket 8165, Page 20.
 - [Voter Precinct and Districts](#)
- [Subdivision Plat Map](#) for Book 6, Page 75.
- Pima County [Sanitary Sewer Connection Search](#)
- **Permits** from [Pima County Development Services](#).
 - [Permit Database Search](#)
 - [Historical Permit Cards](#) - Prior to about 1998
- [Development Activity Records](#) (permit, plat, rezoning) from City of Tucson DSD [Property Research Online](#).
- [Section Information and Maps](#) for Township 14S, Range 13E, Section 36.
This parcel's GIS [overlay details Grids group](#) is a **more complete analysis** of sections when parcel boundaries extend outside of the listed section.
- **Floodplain Information:**
 - [Parcel Floodplain Information](#). See [FEMA Digital Flood Insurance Rate Maps \(DFIRMs\)](#) for more.
 - City of Tucson jurisdiction. See [City of Tucson Floodplain Information](#) or call (520) 791-5609.

- [ZoomTucson services](#) and [ZoomBiz incentives](#) near this parcel from the [City of Tucson](#). These are also useful for many parcels outside of the City of Tucson.

Over 100 parcel details from GIS overlay analysis

[Learn more](#) about parcel GIS overlay details. See a [list of all details](#).




Airports Associations Census Comprehensive Plan-Pima Prospers Development Floodplain-Defined by Pima County RFCD Floodplain-FEMA Governmental Districts and Areas	Grids Incentive Zones Jurisdictions Landscape Classifications Miscellaneous Other Regulatory Areas Public Safety Schools	Sonoran Desert Conservation Plan Transportation Utilities Zoning
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Parcel GIS geometry details

Accuracy is limited to that of the GIS parcel data. All data is subject to this [disclaimer](#).

Parcel centroid coordinates	Approximately 32.173420 degrees latitude, -110.972272 degrees longitude.
Parcel area	<p>This is only an estimate from GIS data. The Subdivision Plat Map may also specify parcel area. See Finding Parcel Areas.</p> <hr/> <p>Approximately 0.12 acres or 5,307 square feet.</p>

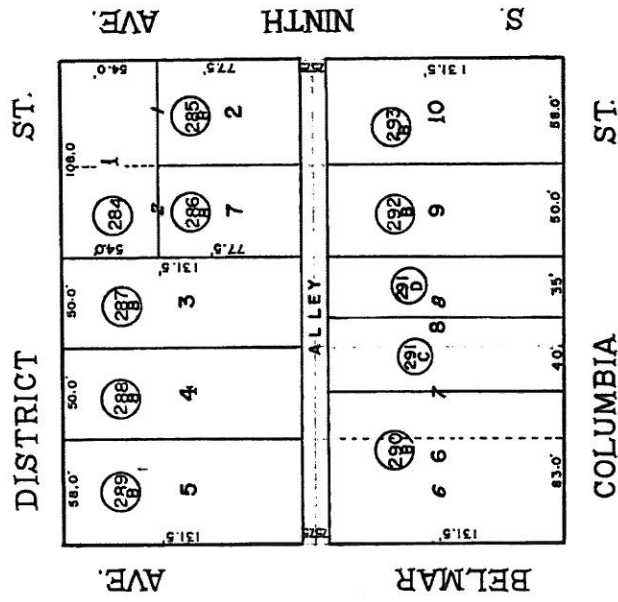
Zoom to maps of the parcel's area

<div>PimaMaps</div> <ul style="list-style-type: none"> ◦ Main map <div>MapGuide</div> <ul style="list-style-type: none"> ◦ Main map ◦ Orthophoto map <div>City of Tucson</div> <ul style="list-style-type: none"> ◦ MapTucson 	<div>Oblique Aerial Photos</div> <p>You can change the view (N,S,E,W) or pan and zoom the oblique photo.</p> <p>If the parcel centroid is outside the oblique photo area, either a flat map is shown or the page remains empty.</p> <hr/> <div> PICTOMETRY INTELLIGENT MAPS</div> <div>Pictometry Photos</div> <p>(Legacy Internet Explorer Viewer) Learn more</p> <hr/> <div> Bing Maps Photos</div> <p>If you don't see the oblique photo, pick "Bird's Eye".</p>	<div>Google Area Map</div> <div> MAPQUEST™ Area Map</div> <div>bing Area Map</div>
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ASSESSOR'S RECORD MAP

NATIONAL CITY No. 2 AMENDED Block 19

120-07
23/58



NOTE: ALLEY WAS DEDICATED BY STATEMENT ON THE PLAT THAT WHEN ANNEXED TO THE CITY OF TUCSON, THE EASEMENTS WOULD BECOME ALLEYS. IN THE OPINION OF THE COUNTY ATTORNEY (OPINION NO. 322, DATED 5/28/81) THIS DEDICATION IS VALID.

SCALE-1"=60

SEE BOOK 6, PAGE 75, M & P.

1983

VARIANCE SUBMITTAL REQUIREMENTS - FOR STAFF USE ON FILING DAY

Date Filed: 5/22/17

Case Number: C10-17-12

Reviewed by: MCASTRO

BA public hearing date: 6/28/17

Project Name: CRUZ RESIDENCE CARPORT ADDITION

Project Address: 214 W COLUMBIA Zone: R-2

- ☒ **BOARD OF ADJUSTMENT APPLICATION FORM**
(Signed by the Property Owner or Authorized Agent - include letter of authorization)
- ☒ **BOARD OF ADJUSTMENT FINDINGS ATTACHMENT**
(All Findings "1" through "7" must be answered in full)
- ☒ **APPLICANT'S VARIANCE LIST TO THE BOARD**
(Numbered list indicating UDC regulation - What this regulation requires - What is actually provided)
- ☒ **PROJECT DESCRIPTION**
(Narrative description of project by the applicant)
- ☒ **RELATED UDC PROCESS DECISION OR RECOMMENDATION LETTERS**
(ParkWise TEAM, Historic Plans Review Subcommittee, Special Exception, SCZ, Rezoning, etc.)
- ☒ **FINAL UDC (zoning) COMPLIANCE REVIEW COMMENTS**
(Final UDC compliance review comments made on Permit card, CDRC Comments or by Memo)
- ☒ **PROOF OF APPLICANT'S MAIL NOTICE AND MEETING**
(Proof of mailing - Copy of letter to neighbors - Summary of onsite meeting with sign-in sheet)
- ☒ **15 FOLDED COPIES OF PROJECT SITE PLAN***
(Detailed plan that was submitted to PDSD for final UDC compliance review comments)
- ☒ **15 FOLDED COPIES OF PROJECT BUILDING ELEVATION AND/OR FLOOR PLANS** 3
(If applicable to the project's variance request - Ask Zoning Admin staff at PDSD if unsure)
- ☒ **15 FOLDED COPIES OF PROJECT LANDSCAPE PLAN** 3
(If applicable to the project's variance request - Ask Zoning Admin staff at PDSD if unsure)
- ☒ **IF FULL SIZE PLANS ARE PROVIDED ALSO INCLUDE ONE (1) EACH AT 11" x 17"**
- ☒ **PIMA COUNTY ASSESSOR'S PROPERTY PRINTOUT(S)**
- ☒ **PIMA COUNTY ASSESSOR'S LOT AND BLOCK MAP**
- ☒ **OTHER:** _____
- ☒ **BOARD OF ADJUSTMENT FILING FEES**

Applications to the B/A that include **LANDSCAPE, SCREEN or SCENIC ROUTE** variances or **APPEALS** must also submit an application for DRB review. Include the following:

DRB SUBMITTAL ITEMS (DRB-____-____ for: _____).
Case Number Meeting Date

- ☐ **DRB FILING FEES**
- ☐ **DRB APPLICATION FORM**
- ☐ **FINAL UDC COMPLIANCE REVIEW COMMENTS**
- ☐ **APPLICANT'S VARIANCE/DDO LIST TO THE DRB**
- ☐ **PROJECT INFORMATION ATTACHMENT**
- ☐ **8 SETS OF PROPERTY PHOTOS**
- ☐ **8 SETS OF PROJECT SITE AND/OR BUILDING ELEVATION PLANS**
- ☐ **8 SETS OF PROJECT LANDSCAPE PLANS**
- ☐ **IF FULL SIZE PLANS ARE PROVIDED ALSO INCLUDE ONE (1) EACH AT 11" X 17"**
- ☐ **PIMA COUNTY ASSESSOR'S PROPERTY PRINTOUT(S)**
- ☐ **PIMA COUNTY ASSESSOR'S LOT AND BLOCK MAP**
- ☐ **OTHER:** _____

SUBMITTAL COMMENTS BY STAFF: _____